



Navigating FEMA Regulated Streams

Hydraulics/FEMA Coordination Team Site

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Hydraulics/FEMA Coordination

Projects involving FEMA regulated streams must be in compliance with National Flood Insurance Program (NFIP). In North Carolina the NFIP is managed by the NC Floodplain Mapping Program (NCFMP).

A Memorandum of Agreement (MOA) between NCDOT and NCFMP ensures compliance with Federal and State Regulations and the management of no-rise, decreases or rises in the Base Flood Elevation (BFE). All Map Revisions on FEMA regulated streams must be documented and receive approval from NCFMP or the NCDOT State Hydraulics Engineer. Different types of Map Revision protocols include MOAs, Conditional Letter of Map Revision(CLOMR), or Letter of Map Revision(LOMR).



Hydraulics/FEMA Coordination Team

The NCDOT Hydraulics/FEMA Coordination Team oversees this process and delivers assistance to project managers and engineers. Some of the teams responsibilities include:

- Moderate monthly coordination meetings to track project progress and discuss FEMA/MOA related issues, concerns, problems resolution, etc. (teleconferencing access for MOA meetings is available).
- Facilitate efficient communication statewide with Division offices, DOT contractors, NCFMP, CMSWS, and others to ensure timely responses and dissemination of important information.
- Develop guidance for FEMA/MOA concerns as needed for DOT staff and PEFs.



Hydraulics/FEMA Coordination Team Site

The team site provides:

- guidance and procedures necessary to process a Map Revision (MOA,CLOMR)
- submittals and requests forms
- announcements
- discussion board
- contact information

Hydraulics MOA Submittals

- [Announcements](#)
- [Calendar](#)
- [Discussion Board](#)
- [Hydraulics/FEMA Wiki](#)

NCDOT Hydraulics/FEMA Coordination Team Site

Connect NCDOT > Hydraulics MOA Submittals

Welcome

NCDOT Hydraulics/FEMA Coordination Team oversees NCDOT's partnership with NC Floodplain Mapping Program (NCFMP) to manage road crossings or encroachments inside of designated Flood Insurance Studied areas. This Memorandum of Agreement (MOA) between the two agencies ensures compliance with Federal and State Regulations and the management of no-rise, decreases or rises in the Base Flood Elevation (BFE)

The MOA benefits NCDOT by providing a one stop shop for consistent reviews and an agency to agency agreement that is dynamic and flexible that ensures project milestones are not delayed. Additional benefits include speedier approval, data sharing and no fees on External Data Requests or hydraulic models

The [Hydraulics/FEMA wiki](#) page provides guidance and procedures for FEMA regulated projects. Use the links below to submit projects.

Submittals and Requests

[MOA Submittal](#) →
Initial and response submittals for projects that qualify under the MOA

[CLOMR/LOMR Submittals](#) →
Initial and response submittals for CLOMRs and LOMRs

[Flood Insurance Study Data Request](#) →
Request for FIS models and data not available on the FRIS website.

[Submit As-Built Plans for FEMA Compliance](#) →
Submittal of As-Built plans to "NCDOT_Hydraulics_As-Built_Plans@ncdot.gov"

Discussion Board

[+ new discussion](#)

[Recent](#) [My discussions](#) [Unanswered questions](#) ...

Announcements

Use of HEC-RAS 5.0 and 5.0.1

May 2, 2016, Due to discrepancies discovered in encroachment calculations for bridges and culverts in these versions, they will not be accepted for use on NCDOT projects until further notice.

Documents and Forms

Located on the [Hydraulics Connect](#) site

Contacts

| Name | Email | Phone |
|---------------------|--|--------------|
| Brian Radakovic, PE | bmradakovic@ncdot.gov | 919-707-6747 |
| Jerry Snead, PE | jsnead@ncdot.gov | 919-707-6752 |

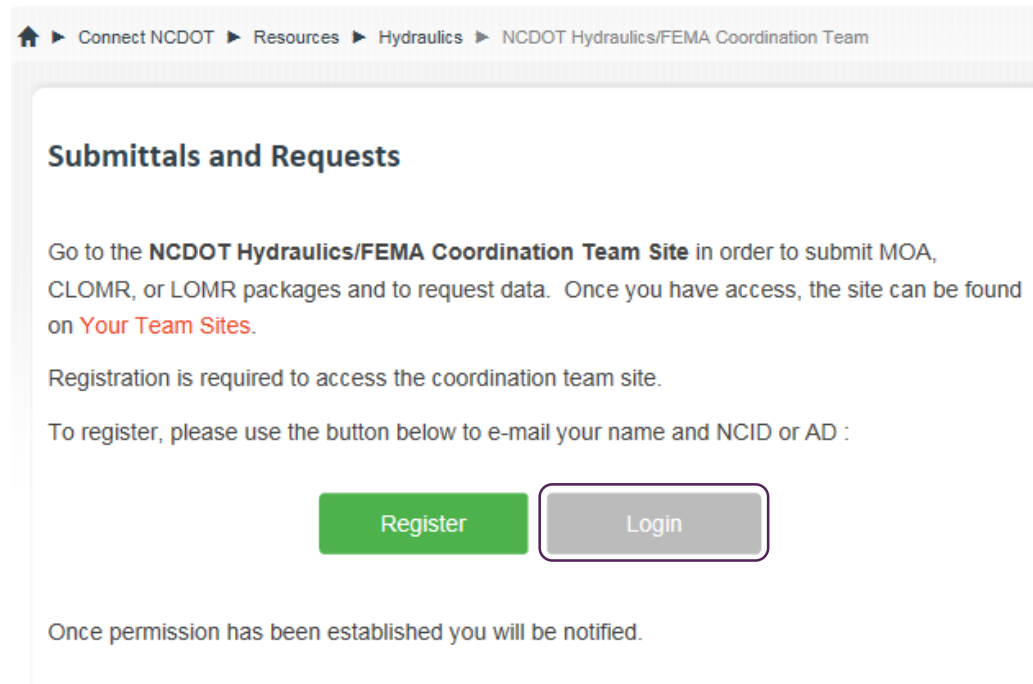
Additional Resources

[FRIS- Flood Risk Information System](#)

[NFIP-National Flood Insurance Program](#)

Navigating to the Team Site

- From Hydraulics Connect go to the [NCDOT Hydraulics/FEMA Coordination Team](#) page.
- Select **Login**



The screenshot shows a web page with a breadcrumb trail at the top: Home > Connect NCDOT > Resources > Hydraulics > NCDOT Hydraulics/FEMA Coordination Team. The main heading is "Submittals and Requests". The text below explains that users should go to the "NCDOT Hydraulics/FEMA Coordination Team Site" to submit MOA, CLOMR, or LOMR packages and request data. It notes that once access is granted, the site can be found on "Your Team Sites". It states that registration is required to access the coordination team site and provides instructions to use a button to e-mail their name and NCID or AD. There are two buttons: a green "Register" button and a grey "Login" button. At the bottom, it says "Once permission has been established you will be notified."

Home > Connect NCDOT > Resources > Hydraulics > NCDOT Hydraulics/FEMA Coordination Team

Submittals and Requests

Go to the **NCDOT Hydraulics/FEMA Coordination Team Site** in order to submit MOA, CLOMR, or LOMR packages and to request data. Once you have access, the site can be found on **Your Team Sites**.

Registration is required to access the coordination team site.

To register, please use the button below to e-mail your name and NCID or AD :

[Register](#) [Login](#)

Once permission has been established you will be notified.



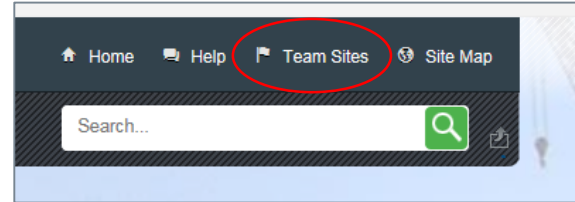
Navigating to the Team Site

Alternatively,

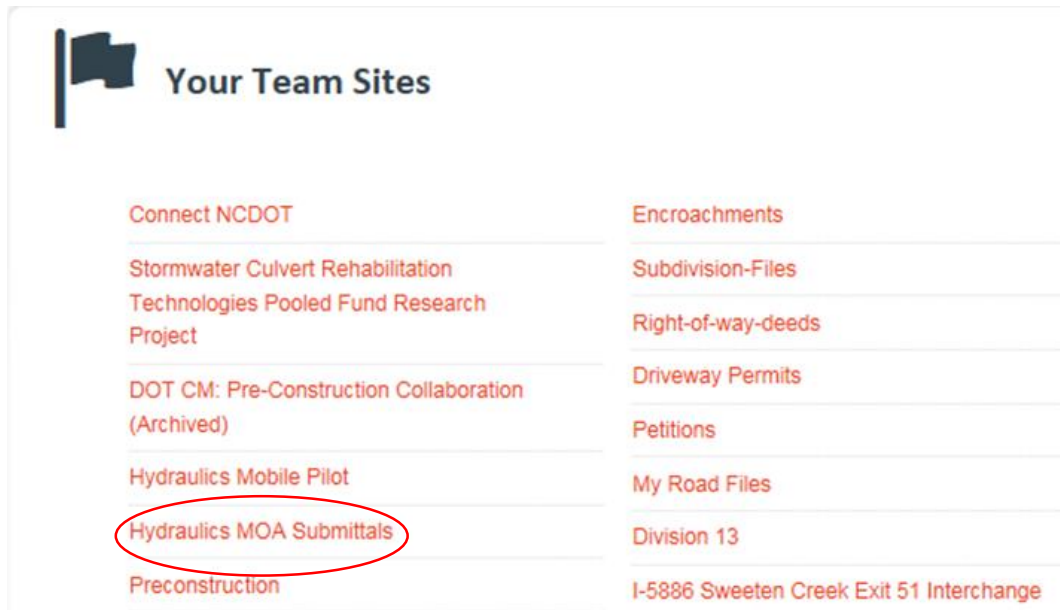
- Select **Team Sites** from:

Go to the **NCDOT Hydraulics/FEMA Coordination Team Site** for CLOMR or LOMR packages and to request data. Once you have access, select **Your Team Sites**.

or



- Select Hydraulics MOA Submittals from Your Team Sites



Register for Access to Team Site

- Select **Register** from the [NCDOT Hydraulics/FEMA Coordination Team](#) page.

Registration is required to access the coordination team site.

To register, please use the button below to e-mail your name and NCID or AD :

- Fill out the provided form and in the Comment section please provide:
 - Your NCID, if you don't have one please create an NCID account (<https://connect.ncdot.gov/help/Pages/first-time-user.aspx>).
 - Brief reason for request (ex. managing hydraulic design for Division 1).
- Once permission has been established you will be notified.



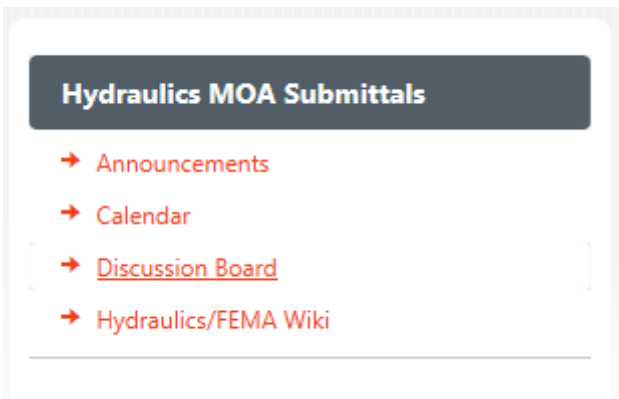
NCDOT Hydraulics/FEMA Coordination Team Site

Welcome

NCDOT Hydraulics/FEMA Coordination Team oversees NCDOT's partnership with NC Floodplain Mapping Program (NCFMP) to manage road crossings or encroachments inside of designated Flood Insurance Studied areas. This Memorandum of Agreement (MOA) between the two agencies ensures compliance with Federal and State Regulations and the management of no-rise, decreases or rises in the Base Flood Elevation (BFE)

The MOA benefits NCDOT by providing a one stop shop for consistent reviews and an agency to agency agreement that is dynamic and flexible that ensures project milestones are not delayed. Additional benefits include speedier approval, data sharing and no fees on External Data Requests or hydraulic models

The [Hydraulics/FEMA wiki](#) page provides guidance and procedures for FEMA regulated projects. Use the links below to submit projects.



- FEMA Coordination Meetings times are found on the calendar (usually held the first Thursday of each month)
- The Hydraulics/FEMA Wiki is a great source for submittal procedures, MOA Guidance and various HEC-RAS topics.



Hydraulics/FEMA Wiki

Hydraulics/FEMA Wiki

Procedures

CLOMR Submittal
Initial and Response MOA Submittal
FEMA-MOA Flowcharts

MOA Guidance

Determination of MOA type

HEC-RAS Topics

Skew Angle at Bridge
HEC-RAS Truncation
Running Check-RAS

[Return to NCDOT Hydraulics/FEMA Coordination page](#)



- The resources in the Wiki provide additional assistance on MOA/CLOMR requirements and procedures. Will also include topics on various HEC-RAS issues.



NCDOT Hydraulics/FEMA Coordination Team Site

- Announcements will be used to notify users of any new procedures or guidelines
- All Documents and Forms will be on the Hydraulics Connect site
- The Discussion Board can be used to ask the Coordination Team any questions you may have.

Announcements

Use of HEC-RAS 5.0 and 5.0.1

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Documents and Forms

Located on the Hydraulics Connect site

Discussion Board

[+ new discussion](#)

[Recent](#) [My discussions](#) [Unanswered questions](#) ...



Questions, Issues, and Tips

Post any questions, issues, and/or tips you have for any FEMA, NCFMP, MOA, CLOMR, HEC-RAS related...

By Brian M. Radakovic | June 9



NCDOT Hydraulics/FEMA Coordination Team Site

- The links below open up the Transmittal Forms.
- These forms will be used to submit MOA, CLOMR & LOMR packages and requests for models to the Coordination Team.

Submittals and Requests

MOA Submittal

Initial and response submittals for projects that qualify under the MOA



CLOMR/LOMR Submittals

Initial and response submittals for CLOMRs and LOMRs



Flood Insurance Study Data Request

Request for FIS models and data not available on the FRIS website.



Submit As-Built Plans for FEMA Compliance

Submittal of As-Built plans to "NCDOT_Hydraulics_As-Built_Plans@ncdot.gov"






MOA Submittal

- Click the Submit button once the form is complete. A notification will be sent to the Coordination team.
- You will receive an E-mail confirming the submittal has been downloaded to the Coordination Team.

The MOA package should be attached as a single compressed (zip) file. Please note that there is a size limitation of 50mb per attachment.

- If MOA submittal is over 50mb, try splitting the MOA package in to multiple lesser sized zip files.
- If the file size is unable to be compressed (ex. .tin file), contact Coordination Team for further submittal procedures.)

Submit

MOA Submittals

From:

TIP or Project ID (Required):

MOA Package (Please follow the File Directory Structure Rules):
 (Submit package as one zip file, please note that there is a size limitation of 50mb per attachment. If MOA submittal is over 50mb, try splitting the MOA package in to multiple lesser sized zip files. If the file size is unable to be compressed (ex. .tin file) contact the Coordination Team for further submittal procedures.)

[Click here to attach a file](#)

☐ New Submittal
 ☐ Missing Data
 ☐ Response to Comments
 ☐ Final Submittal

MOA Type: ☐ 1 ☐ 2a ☐ 2b ☐ 2c ☐ 2d ☐ 2e ☐ 2f ☐ 3a ☐ 3b

Submitted Data – All Project Types

- ☐ FEMA Coordination Form (Excel Format)
- ☐ Title Sheet from Plans (or Vicinity Map if no Title Sheet exists)
- ☐ Micro Station design file(s) (project location, topo, prl, contours-TIN, cross sections)
- ☐ Bridge/Culvert Survey Report (PDF copy of signed, sealed, NCDOT-approved report)
- ☐ HEC-RAS Model Narrative (hydraulic modeling narrative)
- ☐ HEC-RAS Model (hydraulic modeling)
- ☐ HEC-RAS Output Comparison Table (Excel format)
- ☐ Copy of Effective Model (unedited, as originally received from DOT or FMP)
- ☐ As-Built Plans (PDF) – Final Submittal for Types 1, 2a-2f; New Submittal for Types 3a, 3b
- ☐ As-Built Certification Form (accompanying As-Built Plans submittal)

MOA Submittal (continued)

| Other Files: | Description: |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |

Additional submittal data for Type 1 only:

☐ NCDOT MOA No-Rise Certification Form

Additional submittal data for Type 2c only:

☐ Documentation of consultation and concurrence with NCFMP to submit as a type 2c

Additional submittal data for Types 2b, 2e, 2f, 3a, and 3b only:

☐ Parcel Boundaries and Property Owners

Comments:

Submit

Administration Use Only

☐ Submittal has been Downloaded



CLOMR/LOMR Submittal

Once the form is complete click the Submit button. A notification will be sent to the Coordination team.

Submit




CLOMR/LOMR Submittals

FROM:

E-MAIL:

TIP or Project ID (Required):

Submittal Package (submit as a zip file):

 [Click here to attach a file](#)

☐ New Submittal ☐ Missing Data ☐ Response to Comments

Comments:

Administration Use Only

☐ Submittal has been Downloaded

The package must be placed in a compressed (zip) file.



Flood Insurance Study Data Request

Flood Insurance Study Data Request

- Data Type Required
- Location Needed (provide the latitude and longitude of a site or range)
Site:
Latitude Longitude
Or
Range:
From: Latitude Longitude
To: Latitude Longitude
Requestors contact information
Name:
Firm Name:
Email Address:
Phone #:

Provide the type of data required and its location.

Once the form is complete click the Submit button. A notification will be sent to the Coordination.

Submit

Please Note: This form replaces sending Jerry an email requesting models.



Any Questions ?

